



Department of Human Resources
311 West Saratoga Street
Baltimore MD 21201

FIA ACTION TRANSMITTAL

Control Number:
12-12

Effective Date: January 1, 2012
Issuance Date: October 28, 2011

TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISOR AND ELIGIBILITY STAFF
HEALTH OFFICERS, LOCAL HEALTH DEPARTMENTS
LOCAL HEALTH DEPARTMENT ELIGIBILITY STAFF

FROM: ROSEMARY MALONE, EXECUTIVE DIRECTOR, FIA
DEBBIE RUPPERT, EXECUTIVE DIRECTOR, DHMH/OES

RE: SOCIAL SECURITY (RSDI) AND SSI COST-OF-LIVING INCREASE
AND RELATED INCREASES

PROGRAMS AFFECTED: CASH ASSISTANCE, MEDICAL ASSISTANCE AND
FOOD SUPPLEMENT PROGRAMS

ORIGINATING OFFICE: OFFICE OF PROGRAMS

SUMMARY:

Recipients of Social Security Retirement, Survivors and Disability Insurance (RSDI), Supplemental Security Income (SSI) receive a 3.6% Cost of Living Adjustment (COLA) for 2012. Railroad Retirement and Veteran's benefits recipients will also receive a 3.6% COLA. This transmittal will describe the mass change process and impact of these adjustments cash assistance, medical assistance and food supplement program benefits.

ACTION REQUIRED:

Effective January 1, 2012, Social Security (RSDI), SSI, Railroad Retirement and Veteran's benefits will increase by 3.6 percent. Local Departments need to understand and apply these changes to all affected programs according to the procedures outlined on the following pages.

NOTE: Count the increase for all cash, medical assistance and food supplement cases beginning with January 2012 benefits. There will be a mass change on December 3, 2011 to update the RSDI, SSI, Railroad Retirement and Veterans Benefits for ongoing cases effective January 1, 2012.

I. SSI and RSDI Benefits Effective January 2012

| Federal Living Arrangements* | Amount of SSI Increase | SSI Only | | SSI and RSDI | |
|---------------------------------------|------------------------|-------------------|---------------|-------------------|-----------------|
| | | Present Benefit 1 | New Benefit 2 | Present Benefit 3 | New Benefit 4** |
| Individual A or C | 24.00 | 674.00 | 698.00 | 694.00 | 718.00 |
| Couple A | 37.00 | 1011.00 | 1048.00 | 1031.00 | 1068.00 |
| Individual B | 16.00 | 449.34 | 465.34 | 469.34 | 485.34 |
| Couple B | 24.67 | 674.00 | 698.67 | 694.00 | 718.67 |
| Individual with essential person A*** | 36.00 | 1031.00 | 1067.00 | 1051.00 | 1087.00 |
| Couple with essential person A | 49.00 | 1368.00 | 1417.00 | 1388.00 | 1437.00 |
| Individual with essential person B | 23.99 | 674.69 | 698.68 | 694.69 | 718.68 |
| Couple with essential person B | 32.66 | 924.01 | 956.70 | 919.34 | 952.00 |

*A - Independent living arrangement; B - One-third reduction for living in the household of another and receiving support and maintenance from the householder; C - Child living with parents or stepparents whose resources and income are considered in determining the countable income and resources of the child.

** - The benefit in Column 4 is always \$20 more than the benefit in Column 2. The same relationship exists between Columns 3 and 1.

*** - Essential Person Increments:

| Living Arrangements | Amount of SSI Increase | Present Benefit | New Benefit |
|---------------------|------------------------|-----------------|-------------|
| A | \$12.00 | \$357.00 | \$369.00 |
| B | \$7.99 | \$225.34 | \$233.33 |

Rates and Per Diems:

| PAA Rates Effective 1/12 | Rate | Per Diem |
|--------------------------|-------|----------|
| Project Home Level A | \$764 | 25.05 |
| Project Home Level B | 873 | 28.62 |
| Project Home Level C | 1161 | 38.66 |
| Project Home Level D | 1364 | 44.72 |
| Assisted Living | 882 | 26.87 |

The COLA does not affect the personal needs allowance for all PAA cases, including DHMH Rehabilitative Residence cases, so it remains at \$82.00.

For purposes of verifying new RSDI/SSI amounts for individual cases, SVES or the award letter supplied by the customer should be used at the next recertification, or at interim change.

II. PAA Assisted Living and Project Home Cases

In addition to the RSDI/SSI cost-of-living increases effective January 2012, Project Home and Assisted Living rates will increase as noted in the Rates and Per Diems chart. The increase complies with Federal requirements on State supplementation levels.

For new PAA applications approved in December for January 2012 benefits, use the new RSDI/SSI amounts and/or Project Home or assisted living amount, as applicable. PAA cases in adverse action status will be updated in the mass change.

Attached to this Action Transmittal are copies of letters to be sent to operators of Project Home and licensed Assisted Living facilities to explain these changes.

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| Please note: For Rehabilitative Residence cases, the allowable need is the cost of the Rehabilitative Residence as paid, not to exceed \$54.00 per day. |
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III. Increase in Railroad Retirement and Veterans Benefits

Railroad Retirement (RR) and Veteran Administration (VA) benefits also increased by 3.6 % and will be adjusted in the mass modification for January 2012.

IV. CARES

On December 3, 2011, the Social Security and SSI COLA will be applied to CARES Assistance Units (AUs) in active or spend-down status. This process, referred to as Mass Modification, causes all assistance units to be put through batch eligibility. Batch eligibility examines each AU for all eligibility factors and determines program type, AU status and benefit level. Case managers will receive an alert (**#224 Grant Changed in Batch**) for any AU with a change in status or benefit level. Also produced, if applicable, are adverse action notices.

CARES also updates the SSA and SSI income fields on cases that are in an active no pay status, providing such income is present on the UINC screen. However, eligibility will not be calculated or notices produced until the case is reactivated. **Cases in a pend status with SSI or SSA income should be reviewed so that the income is correctly reflected for January.**

INQUIRIES:

Direct policy questions concerning this Action Transmittal to Stephanie Hawkins at 410-767-8121 or shawkins@dhr.state.md.us and systems questions to Joyce Westbrook at 410-238-1299 or jwestbro@dhr.state.md.us.

Attachments

cc: DHR Executive Staff
DHR Help Desk
FIA Management Staff
Constituent Services
Policy, Training & Reporting Staff

December __, 2011

Operators of Project Home Facilities

Dear Sir or Madam,

Effective January 2012, Supplemental Security Income (SSI) and Social Security benefits will increase by 3.6%. Based on that increase, the amount the State allows for Project Home levels A, B, C and D and Assisted Living will also increase effective January 2012. Levels A, B, C, D and Assisted Living will increase to \$764, \$873, \$1161, \$1364 and \$882 respectively. The reason for the increase is the need to comply with Federal requirements regarding payment levels states must maintain for certain classes of SSI recipients. Customers will continue to receive \$82.00 for the personal needs allowance.

If customers under your care get Social Security/SSI benefits, there may be changes in their public assistance checks effective January 2012. Local Departments of Social Services will notify customers concerning any changes in the amount of their public assistance check effective January 2012.

Please inform customers under your care of these changes. If you have questions, please contact Stephanie Hawkins at 410-767-8121.

Sincerely,

Rosemary Malone, Executive Director
Family Investment Administration

December __, 2011

Operators of Licensed Assisted Living Facilities

Dear Sir or Madam,

Effective January 2012, Supplemental Security Income (SSI) and Social Security benefits will increase by 3.6%. Based on that increase, the amount the State allows for Assisted Living will be increased to \$882, and the amount the customer is allowed for personal needs (\$82.00) will remain the same. Local Departments of Social Services will notify customers concerning the change in the amount of their public assistance check effective January 2012. The customer is responsible for paying for their care with the income they receive.

Please inform customers under your care of these changes. If you have any questions, please contact Stephanie Hawkins at 410-767-8121.

Sincerely,

Rosemary Malone, Executive Director
Family Investment Administration

_____ Department of Social Services

Name _____

Date of Notice _____

Address _____

Category/Case# _____

Case Manager _____

Telephone# _____

Effective January 2012, Supplemental Security Income (SSI) and Social Security benefits from the Federal Government will increase. Project Home Levels A, B, C and D rates will also increase.

Depending on whether you receive benefits other than Public Assistance and the care home where you live (Assisted Living or Project Home – Level A, B, C or D), there may be a change in your Public Assistance check. Please see below how your Public Assistance check is now being calculated.

Your Public Assistance check has been computed as follows:

Cost of care _____

Personal needs allowance _____

Total needs _____

Deductions (specify) _____

Your benefits under the Public Assistance to Adults program will:

☐ Stay the same

☐ Increase to _____ beginning in _____.

☐ Be reduced to _____ beginning in _____.

☐ Stop. You received or will receive your last check in _____.

Beginning in January 2012, you owe the cost of care, \$_____, to the operator of the facility where you live. The amount of money allowed for personal needs remains at \$82.00.

If you have any questions, please call the case manager listed above. You may appeal this decision if you do not agree with it. Information on how to appeal is printed on the other side of this letter.

WHAT TO DO IF YOU DON'T AGREE WITH THIS DECISION

1. You can call the telephone number on the other side of this letter and ask for a conference.
Your case manager will be able to answer any questions you may have.

AND

2. You can also file an appeal. Your local department has the necessary forms and will help you to file an appeal. Call the number on the other side of this letter for appeal forms and more information about how to file an appeal.

YOUR CHECK MAY BE CONTINUED UNTIL A DECISION IS REACHED ON YOUR APPEAL IF YOU FILE YOUR APPEAL WITHIN 10 DAYS OF THE "DATE OF NOTICE" ON THE OTHER SIDE OF THIS LETTER. YOU MUST FILE YOUR APPEAL WITHIN 90 DAYS OF THE "DATE OF NOTICE" ON THE OTHER SIDE OF THIS LETTER.

WHAT HAPPENS WHEN YOU APPEAL

An appeal hearing will be scheduled at a time and place convenient for you and the officer who will hear your case. You should come to this hearing. If you wish, you can be represented by a lawyer or a friend or relative. You may get legal help through the Maryland Legal Services Program or the Legal Aid Bureau in some areas of the state. In Baltimore City, Legal Aid's Office is at 500 E. Lexington Street (telephone number 410-951-7777). In the counties, your case manager will tell you how to get free legal services.

At least six days before the hearing, the local department will send you a summary of the information used to reach its decision. If you want any employees of the local department to be present at your hearing, you may notify the hearings office and tell why you want these employees to be present. You or your lawyer can look at the documents used by the local department to reach its decision.

A hearings officer will send you a written decision that says whether the local department's decision is found to be correct within 90 days after receiving your appeal request. If the local department's decision is found to be correct, and you have continued to receive an incorrect amount of benefits while waiting for a decision, you may have to repay the public assistance you received to which you were entitled.

If you have any questions about your right to appeal, please call your local department at the telephone number listed on the other side of this letter.